

DHHS Controller's Office

- Year-end closeout:
 - Required to be uploaded and balanced by June 16th.
 - Monitor your allocations.
 - Send reclassification requests ASAP. Final day to submit your requests will be June 11th.
 - Any requests for equipment or vehicle purchases must be received in our office by COB May 27th in order for them to be claimed as SFY 13-14 expenditures.
- Fiscal Staff email addresses.
- Report to verify FTEs uploaded to State
 - DHRWCA Daily XS305/BX Edit Rept